

MEC News

Elizabeth Ziegler | Executive Director

2024 Personal Financial Disclosure (PFD) Filing Deadlines

Volume 60 | January 2024

2024 Annual Filers

If a political subdivision listed you as a person required to file a PFD due to a position held in 2023, you must file your PFD no later than **May 1, 2024**. You will receive a letter with e-filing instructions and your MEC ID.

Annual filers who are also candidates should adhere to the earlier due date. Annual filers must file for each year (or portion of a year) for which they hold a position that requires the filing of a PFD.

Failure to file by May 1, 2024, results in a late filing fee of \$10 per day. After 30 days, the fee increases to \$100 per day, not to exceed \$6,000. Additional penalties may also apply.

2024 April Candidates

If you are required to file a PFD as a candidate in the April 2, 2024, election, the due dates are:

- 14-day deadline: **January 9, 2024**
- 21-day deadline: **January 16, 2024**

*Failure to file by the 14-day deadline results in \$10/day late fees for candidates in a political subdivision without a conflict of interest ordinance.

**Failure to file by the 21-day deadline results in candidate disqualification and removal from the ballot for candidates in a political subdivision without a conflict of interest ordinance.

In this issue:

- 2024 Personal Financial Disclosure Filing Deadlines and Reminders
- Roadmap for 2024 Candidates
- We're Hiring: Reporting Specialist Position Available
- Calendar Check

Important Reminder:

The MEC cannot enforce a political subdivision's conflict of interest ordinance.

If a subdivision has a conflict of interest ordinance on file and PFD deadlines are not met, penalties can only be enforced by the subdivision according to its ordinance.

Our mission: The MEC serves the public interest by promoting and maintaining transparency, accountability, and compliance with campaign finance, lobbying, and conflict of interest laws. We educate and assist the citizens of Missouri, public officials, lobbyists, and those participating in public elections by increasing awareness and understanding of the law. We investigate and enforce these laws consistently.

The MEC's Roadmap for New Candidates

Starting Your Campaign

- ✓ File your PFD (if required).
- ✓ Determine whether to form and register a candidate committee and complete the registration process if necessary.
- ✓ Learn about any contribution limits, restrictions, and proper usage relevant to your candidacy.

During Your Campaign

- ✓ Keep records of all contributions received and expenditures made to support your candidacy (even if you don't have a committee).
- ✓ Include proper paid for by disclosure on campaign materials (even if you don't have a committee).
- ✓ File all campaign finance reports required for your committee.

After the Election

- ✓ If unsuccessful, terminate your committee within 30 days of the election.
- ✓ If successful, amend your Statement of Committee Organization to reflect your new election date.
- ✓ File the 30 Day After Election Report.

How can the MEC help?

- Attend a Top 10 Tips for PFD Filers [Webinar](#).
- Attend a Forming and Registering a Committee [Webinar](#).
- Review the MEC's [Guide to Ethics Laws](#), included in your candidate materials.

How can the MEC help?

- Attend a Maintaining a Committee [Webinar](#).
- Attend an E-Filing a Campaign Finance Report [Webinar](#).
- Review our [YouTube tutorials](#).
- Review the MEC's [Paid for By Disclosure](#) Information Sheet.

How can the MEC help?

- Attend a Preparing for After the Election [Webinar](#).
- Review the MEC's [After Election Guidelines](#) Information Sheet.
- Review the MEC's [Terminating a Committee](#) Information Sheet.

We're Hiring! Reporting Specialist Position Available

The MEC is seeking a reporting specialist to join its Jefferson City team. Duties include assisting candidates and public officials in state and local office and committee treasurers required to file campaign finance reports with the MEC. The specialist will also assist lobbyists with registration and monthly reports. The ideal candidate has an associates degree or two years of experience and possession of a high school diploma/GED. Learn more about this position [here](#).

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Calendar Check

JANUARY 2024

- 1/1** New Year's Day—State Offices Closed
- 1/5** Lobbyist registration renewal period ends
- 1/9** 14-day PFD deadline for 4/2 candidate filers
- 1/10** Lobbyist monthly expenditure report due
- 1/15** Martin Luther King Jr. Day—State Offices Closed
- 1/16** 21-day PFD deadline for 4/2 candidate filers
- 1/16** Mandatory January Quarterly Report due

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MEC Tip:

Add deadlines to a calendar you check regularly to avoid penalties.

FEBRUARY 2024

- 2/6** Election Day
- 2/12** Lincoln Day — State Offices Closed
- 2/13** Lobbyist monthly expenditure report due
- 2/19** President's Day—State Offices Closed
- 2/22** 40 Day Before 4/2 Election Report Due
- 2/27** Candidate filing begins for 8/6 election

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CALENDAR KEY

- Lobbyist Deadlines
- Personal Financial Disclosure (PFD) Deadlines
- Campaign Finance Disclosure Deadlines
- General MEC and Statewide Information

MARCH 2024

- 3/5** Election Day
- 3/7** 30 Day After 2/6 Election Report due
- 3/11** Lobbyist monthly expenditure report due
- 3/15** List of Principals and Legislative Action Report due
- 3/25** 8 Day Before 4/2 Election Report due
- 3/26** Candidate filing closes for 8/6 election

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Coming Soon:

Mandatory April Quarterly Report due April 15, 2024



MEC News

Elizabeth Ziegler | Executive Director

Personal Financial Disclosure: Have you filed?

Volume 61 | April 2024

Many public employees and officials must annually file a Personal Financial Disclosure (PFD) statement with the MEC to prevent any potential conflicts of interest.

If you are an annual filer under Missouri law or designated as an annual PFD filer by your political subdivision (ex: city, county, district, etc.), you must file your PFD with the MEC no later than Monday, May 1, 2024.

Electronically File Your PFD:

- Click [here](#) to log-in to the PFD e-filing system.
- The MEC sent your ID and password in January.
- Can't find your login info? Click [here](#) to send your ID and password to your registered email address.



Annual Filer Deadline:

May 1, 2024



Time Period Covered:

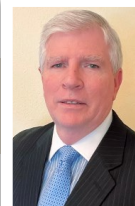
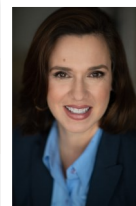
Disclose financial interests from 1/1/2023—12/31/2023. If you only served a portion of the year, 1/1/2023—the last day you held the position.

In this issue:

- 2024 PFD Reminders
- Thank you, Commissioners!
- Conflict of Interest Basics
- Reminder: Proper Use of Public Funds
- Search MEC Data
- We're Hiring! Reporting Specialist Position Available
- Calendar Check

Thank you, Commissioners Cook, Frischer, and Villapiano!

In March 2024, Commissioners Robert Cook, Helene Frischer, and William Villapiano concluded their terms as MEC Commissioners. We are grateful for their service on the Commission and wish them all the best in their future endeavors. Thank you, Commissioners!



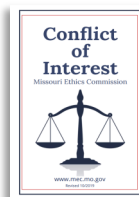
Our mission: The MEC serves the public interest by promoting and maintaining transparency, accountability, and compliance with campaign finance, lobbying, and conflict of interest laws. We educate and assist the citizens of Missouri, public officials, lobbyists, and those participating in public elections by increasing awareness and understanding of the law. We investigate and enforce these laws consistently.

Conflict of Interest Basics For Newly Elected Officials

Conflict of interest laws, codified in chapter 105, RSMo, are intended to prevent public officials and employees from using their position to financially benefit themselves, their families, and any businesses with which they may be associated.

Conflict of interest law in Missouri covers a number of topics, including nepotism, employment, and conducting business with your political subdivision.

The MEC encourages all elected officials, particularly those who are new to elected office, to review the MEC's Conflict of Interest Guide and Advisory Opinions to learn more about Missouri's conflict of interest laws.



[Review the MEC's Conflict of Interest Guide.](#)



[Review Advisory Opinions issued by the Commission.](#)

Reminder: Proper Use of Public Funds

Per [115.646, RSMo](#), public employees and officials may not use public funds or resources to support or oppose any candidates or ballot measures.

Public officials of a political subdivision are not prohibited from making public appearances or issuing press releases concerning a ballot measure.

State law does not prevent political subdivisions from using public funds to produce materials that are purely informational regarding ballot issues. Political subdivisions should take care to ensure that any informational printed materials related to a ballot issue include a proper paid for by disclaimer (see our [Paid for By Disclosure Requirements Information Sheet](#) for further details).

Many cities, counties, and school districts have specific policies regarding use of public funds. Consult your political subdivision and/or legal counsel to ensure all state and local laws are followed.

Search MEC Data

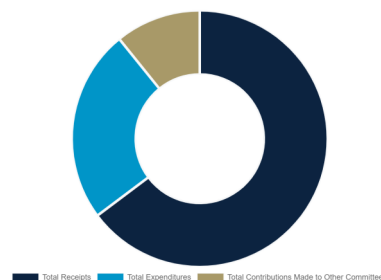
Thousands of individuals, committees and lobbyists file reports with the Missouri Ethics Commission. Much of this data is publicly available on the MEC's website.

- [Search campaign finance information.](#)
- [Search lobbying information.](#)
- [Review the MEC's Annual Report statistics.](#)

State law requires the MEC to keep a list of those viewing a personal financial disclosure (PFD). Therefore, these statements are only available upon written request.

Total Campaign Finance Activity

Receipts include both contributions received and miscellaneous receipts (e.g. interest, returned checks, refunds) reported in this calendar year's campaign finance reports. Therefore, receipts reported on the January quarterly will include receipts from the previous year's final quarter.



Data retrieved on 04/03/2024

The MEC's 2024 Annual Report is currently collecting data. View live, on-demand MEC statistics [here](#).

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We're Hiring! Reporting Specialist Position Available

The MEC is seeking a customer service-oriented individual to join its Jefferson City team as a Reporting Specialist. Duties include assisting candidates and public officials in state and local office and committee treasurers required to file campaign finance reports with the MEC. The specialist will also assist lobbyists with registration and monthly reports. On-site job training and support will be provided. The ideal candidate has an associates degree or two years of experience and possession of a high school diploma/GED. Learn more about this position [here](#).

Calendar Check

APRIL 2024						
4/2	General Municipal Election Day—Go vote!					
4/9	14-day PFD deadline for 8/6 candidate filers					
4/10	Lobbyist monthly expenditure report due					
4/15	Mandatory April Quarterly Report due					
4/16	21-day PFD deadline for 8/6 candidate filers					
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MEC Tip:

Add deadlines to a calendar you check regularly to avoid penalties.

MAY 2024						
5/1	PFD deadline for annual filers					
5/2	30 Day After Election Report due for 4/2 candidates					
5/8	Truman Day—State Offices Closed					
5/10	Lobbyist monthly expenditure report due					
5/27	Memorial Day—State Offices Closed					
5/30	List of Principals and Legislative Action Report due					
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JUNE 2024						
6/10	Lobbyist monthly expenditure report due					
6/19	Juneteenth—State Offices Closed					
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Coming Soon:

Mandatory July Quarterly Report due July 15, 2024



MEC News

Stacey Heislen | Interim Executive Director

Volume 62 | October 2024

Clerks and local election authorities: Take steps to prepare for 2025 elections.

Candidate filing for the April 8, 2025, municipal election begins December 10, 2024. Clerks and local election authorities should complete the following steps to help the process run smoothly:

- ✓ Know whether your political subdivision's annual operating budget exceeds \$1 million. This will help the subdivision determine which candidates must file a PFD.
- ✓ Review your subdivision's conflict of interest ordinance (if applicable).
- ✓ Review election packets from the MEC. Ensure the subdivision has sufficient and correct materials.
- ✓ Inform candidates whether they must file a PFD by completing a Notice to Candidate Form with every candidate.
- ✓ Distribute MEC materials to candidates, including a copy of the completed Notice to Candidate Form, a paper PFD form (if candidate is required to file), a 2025 Ethics Guide, campaign finance publications, and MEC Training Flyer.

For further guidance, review the MEC's [Guide for Local Election Authorities](#).



New in 2024:

Local election authority folders

Clerks and local election authorities can find MEC materials designed to be kept by and assist political subdivisions during the candidate filing process in blue folders within the election packet. Materials in this folder include (but aren't limited to): a letter to the election authority, a checklist and timeline, a Guide for Local Election Authorities, and a PFD filing deadlines calendar.

In this issue:

- Reminders for clerks and local election authorities
- Welcome, Commissioners!
- Campaign Finance: Post-Election Guidance
- Thank you, Executive Director Ziegler!
- Lobbyist registration renewal
- Calendar Check

Welcome, Commissioners!

The MEC is pleased to welcome its newest Commissioners, Jim Martin, Jeremy Schneider, and Whitney Smith! Commissioner Martin, from Congressional District 8, currently serves as Director of the River TREE Center for commitment, service and informed citizenship. Commissioner Schneider, from Congressional District 6, currently serves as Director of Aftermarket—Sales for Sydenstricker Nobb, also known as SN Partners, in Macon. Commissioner Smith, from Congressional District 2, served 11 years with the Boeing Company in St. Louis.

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Campaign Finance: Post-Election Guidelines

Guidelines for unsuccessful candidates:

If the committee has more money on hand than debt, it must terminate within 30 days of the election (December 5, 2024). See our [Terminating a Committee Information Sheet](#) for details.

If the committee has more debt than money on hand, it may [file an amended Statement of Committee Organization](#) to convert to a debt service committee. Debt service committees must terminate within 30 days of dissolution, but no later than 18 months after conversion.

Guidelines for successful candidates:

A candidate may not take office or be sworn in until the committee has filed all campaign finance reports required by law. Therefore, successful candidates must file a 30 Day After Election Report before being sworn-in (if required).

Successful candidates may keep their committee open and active. Such committees should [file an amended Statement of Committee Organization](#), updating their election date to continue receiving timely, relevant reporting reminders.

Remember, for candidate committees, contributor aggregates and contribution limits run over the course of an election cycle. Once your general election concludes, your committee may begin accepting contributions for your next election cycle.

Guidelines for campaign committees:

Campaign committees must officially terminate their committee the later of 30 days after the election or upon the elimination of all committee debt. See our [Terminating a Committee Information Sheet](#) for details.

A message from outgoing Executive Director, Liz Ziegler

When I came to the State of Missouri as a young attorney, I could never have dreamed that after 38 years of continuous service, I would be concluding my public career as the MEC director, an office that did not exist at the time.

While all states have a variety of models of Ethics Commissions, the MEC is the most comprehensive, serving statewide and local employees and public officials, lobbyists, candidates and treasurers. The MEC is unlike any other in the country by placing a limit of a six-year term on the director. I was honored to assume this role in 2018 when the Commissioners put their trust in me, having served the Commission since 2006, and allowing for the continuity of our mission and service to our regulated community and the public.

I cannot say enough about our team of staff members who provide professional assistance, and consistent and fair enforcement. They know the importance of their role and live it daily. It is gratifying to hear regularly from those who rely on their assistance and training, or who are involved in an enforcement matter, the great service and fairness they have experienced.

Thank you to our commissioners who have served throughout the years and who will continue in this very important role.

So, while my time with the Commission and the State has come to an end, the hard work of our team that all of you rely on continues.



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Lobbyists: Renew your registration for 2025

Missouri lobbyists must annually renew their registration with the MEC and pay a \$10 renewal fee. Renew your registration between December 1, 2024, and January 5, 2025, for calendar year 2025. If your lobbyist renewal and payment is not complete by January 5, your lobbyist status will be terminated, effective December 31. To renew your registration:

- 1 [Log in](#) to the lobbyist electronic filing system.
- 2 **Starting on December 1, 2024, a registration renewal prompt will appear at the top of the screen.** Click the prompt link to begin. Review your lobbyist information and make any changes, if necessary. Once everything looks correct, click "Agree."
- 3 **Pay your \$10 registration renewal fee.** You will be directed to a secure vendor to pay electronically, but you may choose to mail a check or money order to the MEC (PO Box 1370, Jefferson City, MO 65102) or drop off your payment in-person or using our drop-box (3411 Knipp Drive, Jefferson City, MO 65109).

Calendar Check

OCTOBER 2024							NOVEMBER 2024							DECEMBER 2024						
10/10	Lobbyist monthly expenditure report due						11/5	Election Day—Go Vote!						12/5	30 Day After November Election Report due					
10/14	State offices closed: Columbus Day						11/11	State offices closed: Veterans Day						12/10	Lobbyist monthly expenditure report due					
10/15	Mandatory October Quarterly Report due						11/12	Lobbyist monthly expenditure report due						12/16	Annual filers list due					
10/28	8 Day Before November Election Report due						11/28	State offices closed: Thanksgiving						12/25	State offices closed: Christmas					
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